

MINUTES OF THE ACADEMIC SENATE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
5241 North Maple Avenue, M/S Thomas 43  
Fresno, California 93740-8027  
Office of the Academic Senate  
Ext. 278-2743

FAX: 278-5745  
(AS-14)

April 25, 2011

Members Absent: D. Austin, O. Benavides (excused), V. Biondo, M. Botwin, A. Dinscore (excused), K. Dyer, A. Espinoza, R. Fire, D. Frazier, S. Fulop (excused), A. Jassim, T. Johnson, D. Kinnunen, S. Lee (excused), M. Lowe (excused), B. Lyons, S. Najmi (excused), J. Peterson (excused), R. Rai, P. Sanmartin (excused), D. Sharma (excused), D. Smith, N. Spiro, M. Vungkhanching (excused), M. Zoghi.

A meeting of the Academic Senate was called to order by Chair Caldwell at 4:07 p.m. in the Library Auditorium, Room 2206.

1. Agenda. MSC to approve the Agenda.
2. Approval. MSC to approve the Minutes of 4/11/11.
3. Communications and Announcements.

Chair Caldwell announced the availability of positions for election on the Senate Executive Committee and welcomed the nomination of eligible senators.

President Welty announced a request for a call for faculty to serve as representatives on the President's Commission on Human Relations and Equity (PCHRE).

Associate Provost E. Junn announced an invitation to attend the Red Balloon Task Force co-chairs presentations, April 29, 2011, was emailed to faculty. Dr. Junn encouraged senators to register and attend the event.

4. Installation of New & Re-elected Senators.

Newly elected Department Senators and Re-elected Department Senators were installed and welcomed.

New Senators                      Sean Alley (Economics), Carmen Caprau (Mathematics), Lori Clune (History), Maria Lopes (Chicano & Latin American Studies), Andreas Stratemeyer (Marketing & Logistics), Brian Tsukimura (Biology)

Re-elected Senators    Imelda Basurto (Literacy & Early Learning), Major Scott Figlioli (Military Science), Sean Fulop (Linguistics), Dawn Lewis (Kinesiology), Shu Lin (Accountancy), Kathleen Ramos-Dyer (Child, Family & Consumer Sciences)

Chair Caldwell expressed his appreciation to Vice Chair Lewis for her service to the Academic Senate.

5.    Election – Nominations – Nominating/Elections Committee.  
Chair/Vice Chair – Academic Senate.

MSC    to elect Michael Caldwell Chair of Academic Senate by acclamation.

MSC    to elect Dawn Lewis for Vice Chair of Academic Senate by acclamation.

6.    New Business.

There was no New Business.

7.    Policy on the Scholarly Advancement of Learning and Teaching (APM 357)–Faculty Development Committee.

MSC    to return the item to the Faculty Development Subcommittee.

8.    Policy on Office and Consultation Hours (APM 338)–Revised–Academic Policy & Planning. Second Reading.

MSC    to revise Section I. Full-Time Faculty to read as: “All full-time faculty members, regardless of teaching modality, shall maintain an average of at least five office and consultation hours per week during which faculty members are available to either meet personally in their offices (office hours) or communicate electronically (consultation hours) with students. Full-time faculty members with reduced

teaching assignments shall maintain office and consultation hours consistent with the table below.” Also, to include the following at the end of the policy:

DEFINITIONS

Office Hours: In-office, fixed-time hours of availability

Consultation Hours: Synchronous and/or asynchronous electronic communication such as email

MSC to revise Section IV Consultation hours to read as: “Approximately forty percent of office and consultation hours can be available for email or other electronic communication with students.”

MSC to approve the Policy on Office and Consultation Hours (APM 338) as amended.

9. Creating a Departmental Policy on Assessment of Teaching Effectiveness (APM 322)–Personnel Committee.

Ms. P. Popma, Chair of Academic Personnel Committee, and Dr. T. Wendt, Associate Vice President of Academic Personnel, were present to discuss the topic and respond to senators’ questions.

Chair Caldwell suggested that Sample Department Policy Peer Evaluation item #3 needs to be removed from the document because it is in conflict with APM 322.

Creating a Departmental Policy on Assessment of Teaching Effectiveness (APM 322)–Personnel Committee will return to the agenda of the Academic Senate for second reading.

10. Proposed Policy for Undergraduate Majors and Minors–Student Affairs. Second Reading.

Senator L. Kensinger (Women’s Studies) withdrew a motion from the April 11, 2011 Academic Senate meeting.

MSC to revise the first two sentences of the Adding a Second Major section of the proposed policy to read as “Students who have not yet achieved 90

earned units, and wish to declare a second major, may complete the appropriate form to add a second major, and receive advising if required by the Department. If the student has 90 or more earned units, the request must be accompanied by a plan demonstrating that the new major can be completed within 144 units.”

MSC to revise the third sentence of the Adding a Second Major section of the proposed policy to read as “Students may not add a second major after completing the requirements for their first major unless students have not exceeded 120 earned units at the time of declaration and include with the second major request a plan approved by the department or program offering the second major which demonstrates the additional major can be completed within 144 units.”

MS to revise the Adding a Minor section of the proposed policy to read as “Students can add a minor only if they can complete both their major and the minor within 144 earned units. Students may declare a minor by completing the appropriate form and receive advising if required by the Department. If the students have 90 or more earned units, the requests must be signed by the Department offering the minor indicating the students have been advised.”

11. Policy on the Procedures and Guidelines for the Periodic Review of Academic Programs (APM 220)-Academic Policy & Planning.

The item will return to the agenda of the next Academic Senate meeting.

The Senate adjourned at 5:30 p.m. following a quorum call affirming the lack of a quorum.

The next scheduled meeting of the Academic Senate will be May 2, 2011.

An Agenda will be distributed prior to the meeting.

Submitted by:

Approved by:

Dawn Lewis  
Vice Chair  
Academic Senate

Michael Caldwell  
Chair  
Academic Senate